

PPG-171-2  
10 Dec 74

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MEMORANDUM FOR: Chief, Plans and Policy Group

SUBJECT : Office of Security Monthly Report

1. Forwarded herewith are the statistics for the Personnel Security and Investigations Directorate (PSI) for the month of November 1974.

a. Total Clearance Division receipts for November 1974 decreased by 355 cases as compared to October 1974 (1766-2121); field receipts also decreased (727-871). <sup>17%</sup> Total completions for November decreased by 374 cases as compared to October (1871-2245); field completions decreased by 296 cases (637-933). <sup>32%</sup> Total pending cases for November were down 105 cases as compared to October (2771-2876); <sup>1%</sup> whereas field pending cases showed a slight increase of 90 cases (1522-1432).

b. Figures concerning covert cases for November as compared to October showed a decrease of 213 cases (709-922). <sup>24%</sup> The pending SAA's for November reveal an increase of 80 cases as compared to October (574-494). ISS & IST receipts for November decreased by 100 cases as compared to October (207-307), as did completions (228-281). Pending ISS & IST cases for November were down 21 cases as compared to October (536-557).

c. Receipts for reinvestigations showed a slight decrease from October (142-186). <sup>14%</sup> Reinvestigation completions decreased by 100 cases as compared to October (115-215). <sup>41%</sup>

2. Significant trends noted during the reporting period were as follows:

a. There was a significant increase in the number of pieces of correspondence from the public (257), which averaged approximately 140 during the year.

b. Actions involving general security guidance to CIA

components, boards and committees, averaging approximately 160 during the year, increased to 284 during the month of November.

3. Highlights for the reporting period included the following:

25X1A a. [REDACTED] MBO statistics for the reporting period indicated 1.8 cases completed per man, slightly short of the 2.0 cases per man goal, but with a report production percentage of 28 percent, 3 percent higher than the goal.

25X1A b. Representatives of the Division participated

[REDACTED]

25X1A [REDACTED]

d. Assistance was provided the DCI and the DDCI on four occasions during the month in Boston, New York, and Miami.

25X1A [REDACTED]

[REDACTED] 25X1A

*for* Deputy Director of Security (PSI)

Monthly Activities of the PSI Directorate  
(December 1974)

Clearance Division Activity

Total Cases Received	1766
Total Field Cases Received	727
Total Cases Processed	1871
Total Field Cases Processed	637
Total Cases Pending	2771
Total Field Cases Pending	1522

Field Office Investigative Assignments

Total Received	1287
Total Completed	1176
Total Pending	1832

Security Support Division

Operational Support

Total Headquarters and Field Office Manhours	2902
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External Activity

Briefings, Correspondence, Functional Guidance and Outside Activity Total Actions	1064
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██████████ Research

Overt 173 (122-fav; 51-note)	
Covert 21	
Total	194

CONFIDENTIAL

OFFICE OF SECURITY

TIME FACTORS IN PROCESSING OVERT & SEMI-COVERT CASES

Month of NOVEMBER 19 74

1. PROCESSING TIME (For* <u>84</u> Regular Cases)				
Time required during month to process to Approval or Disapproval, "Applicant Type" cases received from Office of Personnel (Average number of days):	DAYS In INVESTIGATION	Days in Research and Appraisal		TOTAL DAYS
		SRD	PSD	
	37	3	5	45

2. ANALYSIS OF PROCESSING TIME	CASES
a. Less than 30 days	4
b. 31 to 60 days	70
c. 61 to 90 days	10
d. 91 to 120 days	0
e. 121 to 150 days	0
f. over 150 days	0

3. CASES PENDING OVER 90 DAYS	STATUS	
Number of "Applicant Type" cases received from Office of Personnel and pending more than 90 days	Deferred	Regular
	22	1
	Total	23

\*This figure does not include 7 cases where clearances were granted without FURTHER, OR IMMEDIATE INVESTIGATION which, if included, would give a grand total of 91 CASES.